



JOB POSTING

UNCLASSIFIED APPOINTMENT (UNCLASSIFIED APPOINTMENT NOT TO EXCEED SEPTEMBER 30, 2017)

POSTING NUMBER: HR-0080 **ISSUE DATE:** May 7, 2014
TITLE: Principal Fiscal Analyst **CLOSING DATE:** May 21, 2014
DIVISION/UNIT: Sandy Recovery Division **SALARY RANGE:** R24: \$58,016.50 - \$82,362.22
LOCATION: 101 S. Broad Street
Trenton, New Jersey
POSITIONS: 2 **DISTRIBUTION:** STATEWIDE

DESCRIPTION OF MAJOR DUTIES: Under direction of a supervisor develops, analyses, reviews and coordinates the preparation, review and payment process of vendor payments; conducts other fiscal analyses.

REQUIREMENTS:

EDUCATION:

Graduation from an accredited college or university with a Bachelor's Degree required.

EXPERIENCE:

Three (3) years of experience in the collection, analysis, evaluation and presentation of financial data used to provide an accurate accounting of administrative and operating costs, and the preparation of reports containing conclusions and recommendations for a private business or government agency.

NOTE: Applicants who do not possess the required education may substitute additional experience as indicated on a year-for-year basis.

NOTE: A Master's degree in Business Administration, Public Administration, Accounting, or Finance may be substituted for one (1) year of the required experience.

LICENSE: Appointees will be required to possess a valid driver's license only if the operation of a vehicle, rather than employee mobility, is necessary to perform essential duties of the position.

Please submit a resume and any required documents (licenses, certification and or transcripts) along with a letter of interest, including a phone number, by the closing date to:

Office of Human Resources
New Jersey Department of Community Affairs
HR#0080
101 South Broad Street
PO Box 800
Trenton, New Jersey 08625
Resumes may be emailed to: resume1@dca.state.nj.us

NOTE: In accordance with the New Jersey First Act P.L. 2011 c70, effective September 1, 2011, new public employees are required to obtain New Jersey residency within one (1) year of employment.

The New Jersey Department of Community Affairs is an Equal Opportunity Employer